

# SWIM School Library Media Endorsement (SLME) Scholarship Program

funded by the  
**Institute of Museum and Library Services**

## APPLICATION MATERIALS

The Idaho Commission for Libraries, the Montana State Library, the South Dakota State Library, and the Wyoming State Library instituted this scholarship program to provide financial support to eligible residents of the four states seeking school library media endorsement credentials. The Institute of Museum and Library Services (IMLS) wishes to provide support to recruit and educate the next generation of librarians. IMLS monies fund the scholarship.

## APPLICATION AND SCHOLARSHIP CONDITIONS

The SWIM School Library Media Endorsement Scholarships (SLME) are only available for the distance programs at the University of Montana (UM), Montana State University (MSU), and Black Hills State University (BHSU). Scholarships will pay 80% of tuition and fees up to \$4,320.

Applicants must complete and submit **original and two copies** of the application form (page 3 below) and all required materials (detailed on page 4-5 below).

**DEADLINE:** All SWIM SLME scholarship application materials must be postmarked by **March 15, 2010**.

### **In order to be eligible for a SWIM SLME Scholarship, the applicant must:**

- ❖ Be a resident of Idaho, Montana, South Dakota, or Wyoming
- ❖ Have a BA/BS degree completed prior to fall 2010
- ❖ Be certified as a teacher in a SWIM state prior to fall 2010
- ❖ Not be currently enrolled or not have been previously enrolled in any SLME program since January 1, 2005
- ❖ Apply to and be accepted to the SLME distance program at UM, MSU, or BHSU

### **All SWIM SLME Scholarship recipients must:**

- ❖ Use scholarship money only for SLME tuition and course related fees
- ❖ Begin the distance SLME program in the fall of 2010 and complete the degree in summer 2012
- ❖ Take at least one course per semester, stay academically eligible, and meet all SLME requirements at the university selected
- ❖ Become a member of the state library association and attend the association's 2011 conference including special SWIM sessions
- ❖ Submit a final SLME transcript upon completion of the program
- ❖ Agree to work in an Idaho, Montana, South Dakota or Wyoming school (K-12) library in a full-time professional librarian position for 24 months after obtaining the SLME credentials. A professional librarian position is defined as a full-time educator position with primary responsibility for the school library
- ❖ Upon becoming a professional librarian serve as a mentor for other library professionals, library staff, and individuals interested in library and/or information science as a career

Each state appointed a Scholarship Selection Committee to review applications received from residents of that state. Only complete applications will be forwarded to the Selection Committees for review. Criteria for reviewing and evaluating applications are found on page 6 below.

Each state's Selection Committee will award up to four scholarships for the SLME distance program at UM, MSU or BHSU. An additional four scholarships will be awarded at-large by the SWIM Advisory Council. Notification of scholarship awards will be completed by April 30, 2010.

All applications must be typed. No faxed or e-mailed applications will be accepted. Incomplete applications will not be considered. A checklist of all required application materials is provided on page 6 for applicant use. All applications will be kept on file at Montana State Library, acting as SWIM project coordinator and fiscal agent.

Contact information and details for submitting SWIM scholarship applications are on page 6 below.

## SWIM MLIS SCHOLARSHIP PROGRAM APPLICATION FORM

Name \_\_\_\_\_ State of legal residency: \_\_\_\_\_

Present Mailing Address \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

Email address \_\_\_\_\_

How did you learn about the SWIM SLME Scholarship?

Promotional Ads \_\_\_\_\_ Colleague \_\_\_\_\_  
Brochure \_\_\_\_\_ State Library \_\_\_\_\_  
College Recruiter \_\_\_\_\_ University Career Center \_\_\_\_\_  
Website \_\_\_\_\_ Other (Please describe) \_\_\_\_\_

Have you submitted your application to the distance SLME program?

\_\_\_ Yes \_\_\_ No Which school have you applied to? UM\_\_\_ MSU\_\_\_ BHSU\_\_\_

Do you have teaching credentials? Yes \_\_\_\_\_ No \_\_\_\_\_

In which SWIM state are you certified to teach? \_\_\_\_\_

Do you currently work in a library? \_\_\_ Yes \_\_\_ No

If yes, please describe your current job duties and responsibilities:

Sex: \_\_\_ Male \_\_\_ Female

Ethnic background (optional): For reporting purposes only, we would appreciate indication of which of the following groups best describes your ethnic background.

___ American Indian or Alaskan Native	___ African American, Black
___ Asian or Pacific Islander	___ White, non-Hispanic origin
___ Hispanic	___ Other

**In addition to the application form, applicants are required to include the following materials  
(described in 6 parts).**

All SWIM SLME Scholarship applications must be typed. No faxed or e-mailed applications will be accepted. Incomplete applications will not be considered. Please include your name at the top of each page of your application and number all pages.

**PART 1. EDUCATION AND WORK HISTORY**

Submit your resume including academic and work history and contact information for places of employment. Your resume is limited to 2 pages.

**PART 2. COMMUNITY INVOLVEMENT STATEMENT**

Summarize your participation in civic and/or campus activities and/or community service organizations in the past three years. Your Community Involvement Statement is limited to 300 words.

**PART 3. ESSAY ON PURPOSE AND GOALS**

Prepare a statement which addresses your purpose and goals in applying to a School Library Media Endorsement program, the nature of your interest in library education, how you became interested in the field, your short-and long-term goals, the strengths you bring to the information profession, and how the endorsement program will help you meet your career/education objectives. Your Essay on Purpose and Goals is limited to 2 pages.

**PART 4. ESSAY ON RURAL LIBRARY SERVICES**

Submit an essay discussing why rural areas need library services and the importance of connectivity in rural areas. Focus on the type of library in which you are most interested in employment. Your Essay on Rural Library Services can be no longer than 2 pages.

**PART 5. LETTERS OF SUPPORT**

Three letters of recommendation are required. Letters should be sent directly to your state contact (listed on page 6 below). If possible, one recommendation should be from a current or former employer. As part of your application, please include a list of individuals you have asked to complete the form. It is recommended that applicants provide each reference with a stamped, pre-addressed envelope to use to send the letter of support to your state contact.

## PART 6. AGREEMENT

I have read and hereby accept the SWIM SLME Scholarship application conditions that require me to:

- Be an Idaho, Montana, South Dakota, or Wyoming resident
- Have a BA/BS degree completed prior to fall 2010
- Be certified as a teacher in a SWIM state prior to fall 2010
- Not be currently enrolled or not have been previously enrolled in any SLME program since January 1, 2005
- Apply to and be accepted to the SLME distance program at UM, MUS, or BHSU
- Use scholarship money only for SLME tuition and course related fees
- Begin the distance SLME program in the fall of 2010 and complete the degree in summer 2012
- Take at least one course per semester, stay academically eligible, and meet all SLME requirements at the university selected
- Become a member of my state library association and attend the association's 2011 association conference including special SWIM sessions
- Submit a final transcript upon completion of the SLME program
- Upon becoming a professional librarian serve as a mentor for other library professionals, library staff, and individuals interested in library and/or information science as a career

I agree that, upon completion of my graduate program, I will provide verification that I have obtained employment in an Idaho, Montana, South Dakota, or Wyoming school (K-12) library in a full-time professional library position. A professional librarian position is defined as a full-time educator position with primary responsibility for the school library. Verification will include a letter from the employer verifying the position meets this criterion, a copy of the formal position description indicating education/experience requirements, and statement of number of hours worked.

I will work in an Idaho, Montana, South Dakota, or Wyoming school (K-12) library for 24 months after receiving my degree. Failure to do so requires that the scholarship be repaid in full (with interest) to Montana State Library acting as the SWIM project fiscal agent. If within six months of graduating I have not found employment due to unavailability of eligible positions or of eligible positions not being offered to me, I will contact Montana State Library to provide documentation that I was unable to find or was not offered suitable employment. At that time, the Montana State Librarian and SWIM Advisory Council will review the documentation and make a recommendation to the Montana State Library Commission about repayment of the scholarship.

I agree to provide the SWIM Advisory Council with written quarterly reports on my academic and employment status. I understand that these reports may be shared with state library commissioners and therefore become public record. I further agree to inform the SWIM Advisory Council of any academic or employment status change within 14 days.

I understand that my application will be reviewed by the Scholarship Selection Committee, appointed for the state in which I reside. I agree to accept the Scholarship Selection Committee's recommendations to the SWIM Advisory Council as final. I understand that my application will be kept on file at Montana State Library.

I understand that this award may be taxable and I am responsible for complying with current tax regulations.

If required, I agree to participate in an oral interview with the Scholarship Selection Committee. I understand that the Scholarship Selection Committees will not consider incomplete applications. I certify that all application information is accurate to the best of my knowledge.

---

Signature of Applicant

---

Date

---

Printed Name of Applicant

# SWIM SLME Scholarship Program

Funded by  
Institute of Museum and Library Services

## APPLICANT CHECK SHEET

Note: Applicants must submit the following materials before being considered for receiving a scholarship award. Incomplete applications will not be considered.

- |   |                                       |
|---|---------------------------------------|
| _____ Application form                  | _____ Essay on Rural Library Services |
| _____ Résumé (Education & Work History) | _____ Letters of Support (3)          |
| _____ Community Involvement Statement   | _____ Signed Agreement                |
| _____ Essay on Purpose & Goals          |                                       |

Applicants who have completed the application requirements listed above will be rated on the following criteria:

POINTS	CRITERION
0-10	Potential for academic and employment success (resume)
0-5	Community involvement (examples of community service)
0-20	Successful employment and indication of future employment success (work history, purpose and goals)
0-20	Understanding of rural library issues and needs (rural library services essay)
0-10	Communication skills – written (entire application)
0-5	Recommendations (letters of support)
0-5	Current library position meets employment requirement (application form)
75	Total points possible

**CONTACTS:** Please submit your scholarship application to the contact in the state of your legal residency.

### **IDAHO**

Shirley Biladeau  
Idaho Commission for Libraries  
325 W State Street  
Boise ID 83702  
208-639-4149  
shirley.biladeau@libraries.idaho.gov

### **MONTANA**

Sue Jackson  
Montana State Library  
PO Box 201800  
Helena MT 59620-1800  
406-444-5350  
sujackson@mt.gov

### **SOUTH DAKOTA**

Colleen Kirby  
South Dakota State Library  
800 Governors Drive  
Pierre SD 57501  
605-773-8438  
colleen.kirby@state.sd.us

### **WYOMING**

Jamie Marcus  
Wyoming State Library  
2800 Central Avenue  
Cheyenne WY 82002  
307-777-6289  
jmarku@state.wy.us

**SWIM SLME SCHOLARSHIP APPLICATION DEADLINE IS MARCH 15, 2010**

The SWIM SLME Scholarship Program is funded by the Institute of Museum and Library Services